

## NAFSA SUBCOMMITTEE CHARGE

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To: Sherif Barsoum, VPPP

From: David C. Elwell, Chair, ISS-RP

Date: 02/23/2011

Re: **Request to renew an ISS-RP Subcommittee: Travel Subcommittee, exp. 12.2014**

<b>Sponsoring Committee</b>	<b>International Student and Scholar Regulatory Practice Committee (ISS-RP)</b>
Proposed subcommittee Why is it needed? Is the work ongoing?	To identify and prioritize international educators' regulatory practice questions and problems related to entry, exit and re-entry of international students and scholars and recommend action including referral for liaison and and/or referral to KC ISSS for a possible practice resource.
Relates to which committee outcome?	Identify regulatory and practice issues that need action through regulatory liaison by staff, or members as requested by staff.  Identify practice items to be referred to knowledge communities for action through further education and practice resources.
Subcommittee outcome accountability  What needs to be achieved? Action? Is it congruent with KC's outcomes/deliverables?  <i>Note: feel free to describe "benchmarks" along the way.</i>	The Chair shall ensure achievement of these deliverables: <ul style="list-style-type: none"> <li>• Solicit input from members regarding regulatory practice issues related to travel, visa, and port-of-entry via IssueNet and monitor exchanges on the ISTA (International Student) and ISCA (International Scholar) Discussion Forums. Participate in the forums.</li> <li>• Review, analyze, and prioritize information from IssueNet, and government-related concerns or issues that become known through other sources and prioritize travel issues for ISS-RP and staff.</li> <li>• Provide information for comment letters and white papers to staff as requested and in a timely manner.</li> <li>• Through staff-arranged teleconferences or meetings, communicate with government agencies such as DOS and CBP on issues related to visa acquisition and Port of Entry matters that result in clarification or positively-changed federal practice or procedure.</li> <li>• Work with staff to provide ongoing practice guidance and information to NAFSA members based on communication from government agencies.</li> <li>• Recommend new practice resources related to travel issues that will be valuable to international student and scholar advisers to the Chair of the ISS-RP for forwarding to the appropriate KCISSS leader.</li> </ul>
Subcommittee	The Chair of the Subcommittee is appointed by the VP/PP&P.

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<p>composition: Who selects chair? # of members? Skills needed?</p>	<p><u>Number of members:</u> Subcommittee composition will be approximately 10 members, including the Chair of the Subcommittee and members familiar with visa acquisition and Port of Entry issues and will consult with others as additional areas of expertise are needed. The Chair will utilize members to form necessary working groups and task forces (with approval) on particular policy or practice issues.</p> <p><u>Skills needed:</u> Expertise with immigration regulatory and policy issues with a particular emphasis on travel issues. An understanding of the needs of the membership in this area and a willingness and ability to think creatively about the changes necessary to insure that the ISS-RP Committee achieves its outcomes.</p>
<p>Time commitment for Members</p>	<p>On-going monitoring of travel issues in international student and scholar programs. Work will be via email and monthly teleconferences. Chair of the Subcommittee will attend NAFSA's WLM and coordinate subcommittee meeting at NAFSA's annual conference. Members will attend subcommittee meeting if attending the NAFSA annual conference.</p>
<p>National Resources Needed</p>	<p>Staff to facilitate monthly teleconferences; coordinate meeting at annual conference; suggest questions, edit all received, and submit agendas for conference calls with government personnel; edit liaison summary notes drafted by Subcommittee and other clarifications provided by government officials in these calls; and post information on the web.</p>
<p>Next review date</p>	<p>December 2014</p>
<p>Approved by Board (Date of meeting)</p>	<p>March 19, 2011</p>